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Minimum Qualification Specifications
for the Class:

PROGRAM SPECIALIST (MENTAL HEALTH) IV
[PROGRAM SPCLT (MENTAL HLTH) IV]

Basic Education/Experience Requirement

Graduation from an accredited university or college with a major in sociology, social work, psychology or other related behavioral science; or in nursing; or in rehabilitation or an activity therapy field (e.g., occupational, recreational, industrial or activity therapists).

Excess work experience as described under the Specialized Experience, below, or any other responsible administrative, professional or analytical work experience that provided knowledge, skills and abilities comparable to those acquired in four (4) years of successful study while completing a university or college curriculum in one of the above majors may be substituted on a year-for-year basis. To be acceptable, the experience must have been of such scope, level and quality as to assure the possession of comparable knowledge, skills and abilities.

The education or experience background must also demonstrate the ability to write clear and comprehensive reports and other documents; read and interpret complex written material; and solve complex problems logically and systematically.

Experience Requirements

Applicants must have had progressively responsible experience of the kind and quality described below and in the amounts shown below, or any equivalent combination of training and experience:

Specialized Experience: Two and one-half (2-1/2) years of professional work experience in a program concerned with the promotion, protection, preservation, care and improvement of the mental health of people. Such experience must have demonstrated the applicant's knowledge of the philosophy, principles, concepts and practices relating to the treatment and rehabilitation of the mentally ill, emotionally disturbed and/or substance and/or person abusers.

Examples of qualifying experience include the following:

- (a) Experience in a mental health program which included responsibility for and

demonstrated ability to conduct the formulation and implementation of preventive services, treatment and rehabilitation plans for the mentally ill, emotionally disturbed and substance abusers, including professional diagnosis/evaluation; specification and implementation of treatment modalities used such as individual, group and family; and carrying out of other therapeutic activities.

- (b) Experience as a program specialist, monitor or evaluator for a mental health program which demonstrated the ability to monitor, evaluate and to conduct studies and analyses of mental health programs or projects through active participation in the planning, coordination, development, monitoring and/or evaluation of programs and/or program activities relative to the promotion, protection, preservation, care and improvement of the mental health of people and/or the prevention of substance or person abuse and the treatment and rehabilitation of substance or person abusers.

Substitutions Allowed

1. A master's degree from an accredited university in one of the previously cited fields under Basic Education Requirements with specialization in problems of the mentally ill, emotionally disturbed or substance or person abusers (e.g., psychiatric social work or psychiatric nursing) may be substituted for one (1) year of the required Specialized Experience.
2. Completion of two full years of graduate study in clinical psychology at an accredited college or university which is creditable toward meeting the requirements for a doctoral degree in clinical psychology or a closely related specialty may be substituted for one (1) year of the required Specialized Experience.
3. A Ph.D. degree in one of the previously cited fields under Basic Education Requirements with specialty in problems of the mentally ill, emotionally disturbed or substance or person abusers may be substituted for two (2) years of the required Specialized Experience.

Quality of Experience

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, Selective Certification Requirements may be established and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests

Applicants may be required to qualify on an appropriate examination.

Physical and Medical Requirements

Applicants must be able to perform the essential functions of the position effectively and safely, with or without reasonable accommodation.

This is an amendment to the minimum qualification specifications for the class PROGRAM SPECIALIST (MENTAL HEALTH) IV, which were approved on October 15, 1985.

Date Approved: Apr 26, 2017

nishimoto

for JAMES K. NISHIMOTO, Director
Department of Human Resources Development